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Rocky Mountain House, AB

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2018-19

RULES & REGULATIONS

ROCKY MINOR HOCKEY ASSOCIATION

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**RULES & REGULATIONS**

**2018-19**

Revised August 1, 2018

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1. **PLAYER REGISTRATION**
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1. **REGISTRATION DIVISIONS**

**Players must first register in their proper age division.**

**INITIATION: Players aged 5 – 6 years old**

INITIATION: This level will go through an evaluation process to select teams. Teams will play in the West Country Minor Hockey Association (WCMHA) league on even teams. Games will be played using the modified ice platform.

**NOVICE MINOR:** Players in this division will go through an evaluation process to select teams. Teams will play in the WCMHA league on even teams. Games will be played using the modified ice platform.

***NOVICE MAJOR:*** Players in this division will go through the evaluation process to select teams. Teams play in the West Country Minor Hockey Association (WCMHA) league on tiered teams.

***ATOM – MIDGET***: Players in these divisions go through evaluations to select teams. Teams will be placed in the Central Alberta Hockey League (CAHL) on tiered teams.

***FEMALE:*** Female players may register in Rocky Minor Hockey Association or under the HUB team (West Central Wildcats) if there is a program for their age division. They must stay in their chosen program for the duration of the season and cannot change during the season.

Players wishing to register with the HUB team, are required to first register in Rocky Minor Hockey Association and obtain a ‘Player Movement Form’.

1. **TRYOUT, EVALUATIONS AND MOVEMENT**

1. Players will be accepted into the program if an evaluation indicates their ability to skate AND their readiness for the program. After completion of the Tryout and evaluation process, players will be divided into groups based on skill and development level.
2. Players must first be evaluated at their proper age division. Parents of players wishing to tryout in a higher age group, must submit a Letter of Intention to RMHA at registration. Players may try out for the top team in a higher age division, but if they are not evaluated as one of the top **3** players, they must return to their own age division, at their evaluated skill level. These moves will not be approved if there are fewer than 12 players remaining on the team, or if the players do not want to move.
3. Players may only try out for one team at a time.
4. No more than TWO underage players can be carded to a top tiered team. In certain situations, registration numbers may cause variations to this rule. Each case will be evaluated separately.
5. Players wishing to tryout in a higher level (AA, AAA, U-15) must first register in RMHA, and obtain a Hockey Alberta ‘Player Movement’ form, for each team for which they try out for. Players may only tryout for one team at a time.
6. RMHA will accept Pee Wee, Bantam, and Midget import players on top tier teams. A Hockey Alberta “Player Movement” form is required before players are allowed on the ice for the first evaluation session. If players fail to make the top tier team, they will return to their resident association.
7. If not enough players register for the minimum numbers per team, alternate arrangements within and/or between divisions may be required.
8. The goal of evaluations is to evenly distribute players in non-tiered divisions, and to help place players in tiered divisions, as per league rules. All teams in Atom – Midget will be tiered. *RMHA WILL USE OUTSIDE EVALUATIONS IN ALL DIVISIONS, EXCEPT INITIATION, if funds are available.*
9. **REGISTRATION FEES**
10. Registration fees are calculated to cover ice rent, referee cost, insurance, league fees, equipment, and other operating costs for the estimated number of teams in the coming season.
11. All outstanding fees must be paid before a player will be permitted to register for the current season.
12. Registration fees are payable by cash, money order, credit card or e-transfer.
13. A $200 late fee will be applied to all returning players registering after the registration deadline.
14. Fees must be paid in full by **October 01.** Failure to meet this deadline will result in the player being suspended for the remainder of the current season.
15. People having difficulty paying fees may apply to a RMHA committee to review their request for payment options. **Request for payment extension must be made at time of registration.**
16. Refunds will not be issued after **October 01,** with the exception of illness/injury or relocation outside RMHA boundaries. All refunds are subject to a $50 Administration Fee. Refunds will not be issued after **December 15** under any circumstance.
17. Players trying out for all top tier teams (Atom – Midget) will be charged an additional $75 for 2 guaranteed ice times. Tryout fees collected will pay for tryout ice costs. Any remaining funds will go to the player development account and teams can apply to use funds as needed.
18. No new teams will be formed after **September 07.**
19. Late registration will only be accepted if there is room on a team. Players may request an evaluation for the top team onlyif there is room on that team. The coach may keep the player for the top team or release to the next lower level. A player evaluated to the top team cannot be removed to accommodate a late registration, there must be room for that player. Players who register late and miss evaluations may find there is no room available on a team. The executive will have the final decision on player placement on all teams based on what is best for the majority of the members.
20. Players cannot register in RMHA after December 10 unless a family moves to Rocky Mountain House after this deadline.
21. Members may utilize the ‘Hockey Off-Season’ program as a means to reduce RMHA registration fees. Funds raised will not be transferred, regardless of the reason, and will remain property of RMHA.

**(Appendix RMHA -1)**

1. **VOLUNTEER BOND**
2. **All volunteer bonds will be in addition to registration fees. Volunteer bond is $150 per player.**
3. **Families must complete 15 approved hours, per child of volunteer time in order for the bond to be refunded. Hours will be tracked by Team Manager, but it is your responsibility to ensure your hours are accurately recorded.**
4. **All criteria must be met and approved by Executive Committee.**
5. **Bonds will not be refunded on a pro-rated basis.**
6. **Refunds will be issued at the AGM.**

 **(Appendix RMHA – 2)**

1. **GENERAL – REGISTRATION**
2. In all divisions, any player who acquires four (4) absences &/or late arrival for games or practices, is subject to disciplinary action, at the team level. After six (6) absences &/or late arrival for games or practices, the family must meet with the coach, manager, division director and a member of the executive to assess the situation and determine whether further disciplinary action is necessary. In Tykes, Dynamite and Novice divisions, all players shall be given equal ice opportunity in each game regardless of skill level, subject to player attendance. In Atom, Pee Wee, Bantam and Midget divisions, all players should be given equal ice opportunity throughout the season, subject to player attendance.
3. Players will not be allowed on the ice until at least one parent has completed the ***Parent Respect in*** ***Sport*** online program as mandated by Hockey Alberta.
4. Parents/Guardians must complete and sign a RMHA Registration Form. Signing the registration form also indicates that the parent/guardian agrees to the FOIP Agreement , which is available for review at [www.rockyminorhockey.ca](http://www.rockyminorhockey.ca)
5. All Player/Parent Pledge forms, Parent/Player Declaration and Social Media Forms must be signed and returned to the division Director by October 01. (Appendix RMHA-3)
6. Medical Forms must be completed annually, and will be distributed at first ice session after October 1st. (Appendix -RMHA 4)

**B: TEAM OFFICIALS**

1. **Coach, Manager, Assistant Coach and Safety Person**
2. Current Coach Requirements are available on Hockey Alberta website. Team Officials must meet Hockey Alberta Coach Requirements by November 15 of the current season. Any team that does not meet these requirements, including Respect in Sport for Activity Leaders, is not an eligible team and is not able to participate in sanctioned games. Once the certification deadline passes, any team that does not meet the required Team Officials Requirements, will be notified they are ineligible to participate until they have obtained the proper certifications. It is recommended Assistant Coaches complete the same requirements as Head Coaches. All Clinic registration and payment is completed online through Hockey Alberta website. RMHA will apply to host clinic(s), which is not offered online. Coaches attending out-of-town clinic(s) will be reimbursed the cost of the clinic fee, once attendance is verified and payment receipt is received.
3. A committee of the Coach Coordinator, President and Vice President will select coaches from those who complete an application (available on website), on the basis of qualifications and past performance. All team officials may be subject to an interview as part of the selection process. The committee will have final approval on coach selections.
4. All team officials are responsible to help enforce the following rules:
5. Have a Coach, Manager, other registered person (**MUST be carded to roster**) in the player’s box at games.
6. Keep dressing rooms, (both sides) locked during practices and games.
7. Make sure all gates are kept closed and latched during practices.
8. Do not allow players on the ice until the Zamboni is completely off the ice and the doors shut.
9. Have ADULTS who know how to run the time clock and keep score, in the box during games.
10. See that players wear ALL the approved protective equipment AT ALL TIMES.
11. Do not allow players to have keys to lockers, dressing rooms, or Minor Hockey rooms.
12. Make sure all equipment is returned to the locker after each practice and game.
13. Make sure your team has adult supervision on the ice **AND** in the dressing room, in your absence.
14. Mandatory Coach Mentorship sessions will be held throughout the season. At least one coach from each team, must attend their division Mentorship session(s), or their team will be fined $175.00.
15. Spouses shall not manage and/or coach for the same team.
16. Team Managers shall sign out equipment at the beginning of the season and pay the nonrefundable equipment fee of: $150 per team in the Initiation and Novice divisions and $200 for the Atom, Pee Wee, Bantam and Midget divisions. Managers will sign off the equipment, at the end of the season, with the Vice President (or designated person) to ensure all equipment and cleaned jerseys are returned to the lockers within one week following the team’s season end.
17. Managers are responsible for and shall take accurate attendance for practices and games and submit monthly reports to the Division Director and Office Manager.
18. Managers must attend a RMHA Manager’s Meeting at the start of the season.
19. Managers must notify the Office Manager immediately of cancelled games or practices, or the teams will be charged $250.
20. Managers will apply and ensure the team has obtained a Travel Permit for **ALL** **exhibition and** **tournament games**. Permits must also be obtained to host an exhibition game. Teams attending exhibition games (**of any kind**) require the Host Permit number from the hosting team.

This number must appear on all exhibition game sheets. Permits must be submitted 2 weeks in advance from the Risk Manager.

1. There are to be no team/parent meetings held before October 1st. There will be no approvals granted for team building events or team fundraising events before October 1st. There will not be any ‘fit nights’ scheduled until after October 1st.Teams will be final when ALL evaluations are complete and committee approval.
2. **Junior Coaches**
3. Junior Coaches must submit an application (available on website) to the Coach Coordinator PRIOR to skating with any team. Team placement will be determined by the Coach Coordinator from teams who are requesting additional support. Junior Coaches must be 2nd year MIDGET aged players and must complete the Hockey Alberta ‘Respect in Sport – Coach’ online clinic and be carded to the team.
4. Players who do not meet the criteria for Junior Coaches, may apply to be Junior Helpers. Helpers must be carded to the team, and approved by Coach Coordinator, prior to participating. Helpers are NOT permitted on the bench during games due to HA requirements.
5. **General – Team Officials**
6. All persons assuming these positions shall strive to maintain a high standard of sportsmanship as an example to the players
7. All RMHA Team Officials, Managers and on ice volunteers, are required to have a Criminal Record

Check (CRC) completed every **three (3)** years. Retain your original copy. A *photocopy* must be submitted to Office Manager (rmhaice@telus.net) or to the Risk Manager**.**

1. All Articles, Bylaws, Rules and Regulations must be adhered to at all times.
2. Team Officials are subject to replacement should the executive and directors decide by a majority vote that they are not acting in the best interests of the players or the Association.
3. All on-ice team officials and volunteers must wear CSA approved hockey helmets when skating with their teams, or they may face suspensions.
4. No teams shall change ice times with another team without the approval of the Office Manager.
5. Any team wishing to obtain extra ice for practice or exhibition games will assume all costs associated with this expense, from their team account.
6. Coaches/Managers must have a vote in favor by a majority of all parents on their team, before attending out-of-town tournaments.
7. Coaches/Managers must obtain prior approval from the parents involved, the RMHA Executive and Hockey Alberta before planning out of province trips with their teams.

 **C: LEAGUE, TOURNAMENT, PROVINCIAL PLAY**

 The Association shall operate under the rules of Hockey Canada (HC), Hockey Alberta (HA), as well as the Central Alberta Hockey League (CAHL) and West Country Minor Hockey Association (WCMHA). All game records shall be kept on official gamesheets. All exhibition and tournament game sheets must be sent to the Zone 4 Discipline Coordinator. League game sheets must be submitted to the league governor, within the time specified by designated league regulations. All teams must fulfill league, playoff and Provincial commitments before playing tournament or exhibition games. In default, the entire Association could be expelled from the league(s) and be forced to forfeit their performance bond and/or pay a fine.

1. **LEAGUE PLAY**
2. All teams must register at least 10 players prior to their first league game. ONLY THOSE PLAYERS WHO ARE REGISTERED are allowed to play in scheduled league games.
3. Players must play only on the team for which they are registered or affiliated according to HA rules, AND unless he/she has the approval of the Coach Coordinator and the player’s coach EACH TIME the player is used. The player or the parents MUST NOT be approached until the approval from the Coordinator and his/her coach is obtained. Players who have been pulled up to their affiliated team (using the proper procedure), shall be allowed TWO practices with that team before playing in a game with them. The Coach Coordinator will contact the team manager upon approval. Affiliated players’ first commitment is to their rostered team, then to their affiliated team. Only under certain emergency circumstances and with VP approval will exceptions be made.
4. No intentional body contact is allowed in Pee Wee and younger divisions (minor penalty).
5. The regular season will be based on the number of tiering and scheduled league games, as well as playoff format, as set by designated league.
6. Teams shall abide by the rules as set by their designated league.
7. **TOURNAMENT PLAY**
8. Teams wishing to attend tournaments, must notify the Office Manager by the designated deadline

date - (Atom – Midget) or 30 days (Dynamite and Novice) prior to attending, or teams will be charged $250.

1. RMHA teams/divisions will be offered the opportunity to host a home tournament, based on available ice and league commitments. The Risk Manager will be the Tournament Coordinator and will oversee the procedures and the coordinating of tournaments.
2. RMHA will set tournament entry fees to cover ice time and referees costs plus the amount of one tournament fee to RMHA (Player Development Fund). All entry fee cheques received must be written to the individual tournament committee, not RMHA. Make sure the donor knows the money is going to a specific tournament, not RMHA, as a whole.
3. Directors shall provide a tournament statement to the fundraising chairperson within one week of the tournament date.
4. Fees collected from parents for tournament prizes, cannot exceed $20/player.
5. **PROVINCIAL PLAY**
6. In Atom and higher divisions, the first teams will be registered ‘A’ according to last year’s registration numbers. If a team has imports, the registration numbers from the imported player(s) association(s) will be added only to that age division. If the added import numbers move the team to the next higher Provincial category, ALL teams in that age division must then play one level higher in Provincial Playoffs.
7. RMHA will enter top category teams in Provincial Playdowns, if the teams wish to enter, but lower category teams will only be allowed to enter if they are in the top half of their league’s standings.
8. All team officials must be properly certified before their team will be allowed to enter Provincial Playdown. Teams must pay their HA entry fees for Provincial Playdowns.
9. Only teams which advance to Provincial Tournament will be refunded the entry fee, by RMHA.

**D. FUNDRAISING**

**1. ASSOCIATION LEVEL – operating under Treasurer**

1. Association fundraising is required to subsidize registration fees and cover any other unexpected costs. The Chairperson/& or Treasurer will:
2. Send letters to community businesses once per year asking for donations for Rocky Minor Hockey Association.
3. Distribute information on fundraising opportunities to team managers as it is received.
4. Assist and oversee team managers applying for AGLC licenses and sending in reports.
5. Will apply for and organize casinos, and other fundraising opportunities.

**2. TEAM/DIVISION LEVEL**

 a) Individual team fundraising may be necessary to fund team operating costs such as tournament entries,

 Player Development and transportation. Teams are expected to fundraise only for the amount which is

 essentialfor team development.

1. Corporate Donations cannot be used to purchase team apparel, clothing, or equipment. These funds are to be used towards tournament fees, player development and transportation (bus charters).
2. Teams may not solicit ‘door to door’ for any donations.
3. All money raising projects must first be approved by the Fundraising Chairperson and Executive Committee, indicate ‘use of proceeds’ and be a budgeted item.
4. Each team manager or a team representative is required to submit a budget for their team, reflecting the expected revenue and expenses for the current season to the Fundraising Chairperson, Treasurer, and Office Manager, prior to **November 01.**
5. Managers shall provide monthly and year-end statements to the RMHA Board and make the financial statements available to parents when a written request has been submitted.
6. Teams may collect ‘team start up fees’ for each player at the start of the season, to a maximum of one hundred fifty dollars ($150.00)**.** Only the amount that parents contribute at the beginning of the season can be refunded if there are funds remaining. Request for the refund must be made prior to MARCH 15. Other remaining amounts shall be donated to RMHA to help keep fees down for the next year or rolled into Player Development.
7. Teams may run approved 50/50 draws, raffles, and any other fundraisers, *after* obtaining a license (AGLC) or permit &/or HA special event permit (bottle drives or other community oriented fundraisers), with the assistance of the Fundraising Chairperson and Risk Manager.
8. Team fundraising caps and year-end party caps are implemented (see Appendix) Surplus funds from team fundraising caps will be allocated to the Player Development Fund. **(Appendix – RMHA 5)**

**E: APPAREL**

* 1. RMHA holds an exclusive contract with TBS. All equipment, apparel and clothing must be ordered through them.
	2. Players/Team Officials purchasing team articles will do so at their own expense.
	3. All orders must be placed through the team to the Apparel Coordinator with payment in full.
	4. RMHA will not be held financially responsible for team orders.

**F: AWARDS**

1. RMHA will provide awards at the end of each hockey season, at which time, the following trophies/awards may be presented:
2. Individual medallions and ESSO Certificates, Tykes to Novice
3. ESSO Certificates and Medallions, Atom to Midget
4. RMHA Coach-of-the-Year Award
5. RMHA Longtime Coach Award
6. RMHA Manager-of-the Year Award
7. RMHA Volunteer-of-the Year Award
8. RMHA Longtime Volunteer-of the-Year Award
9. Any other RMHA awards that the executive approves (referee/Jr Coach)
10. Nomination forms will be posted on website (iii – viii).
11. The Coach Coordinator, Coaches, and players on each team shall decide together how award winners will be selected **(ii)**
12. Individual team trophies/awards bought by or for coaches will not be permitted at Awards Night.
13. Any memorial awards will be set for a term of five (5) years.

**G: INFORMATION – GENERAL**

1. Liability insurance is MANDATORY for all Hockey Alberta players, coaches, managers, referees, Minor officials and administrators. Participants are insured when Respect in Sport Parent has been completed, and when fees and names are received in the Hockey Alberta office.
2. No player shall be permitted on the ice unless he/she is wearing ALL of the approved protective equipment AT ALL TIMES, including throat protector and ear protectors.
3. On or off the ice, players and team officials shall conduct themselves as sportsmen and not abuse others.
4. All jerseys which are donated to RMHA become the property of the Association to be used in the following years as needed. RMHA colors are black, green and white. The RMHA logo will be on the front of all jerseys. Team Jersey Sponsors will be invited to put their company name on a name bar under the number on the back, if they wish, for three (3) years**.** Players must buy their own socks in RMHA home and away colors the cost of the socks will be included in the annual registration fees.
5. All teams in the Rocky Minor Hockey Association must wear standard RMHA jerseys for all home, away, tournament and exhibition games. Teams are not permitted to purchase a separate set of jerseys for game use or practice.
6. RMHA will supply a first aid kit, pucks, a puck bag, jerseys and jersey bags for each team. Goalie sticks will be supplied at a maximum of one per year, if needed, for Dynamite and Novice teams. Supplying goal equipment for higher divisions will be evaluated individually. All other equipment will be the player’s responsibility.
7. RMHA will hold a referee clinic each year. Registration with hockey Alberta will be at the referee’s expense. RMHA strongly recommends that all second year Pee Wee players attend the clinic. To quote the North Central Zone Referees Committee’s Webpage “In order to register as an official for the upcoming season you will need to take a clinic.  The minimum age allowance for referees in the North Central Zone is 12 years old.  You need to turn 12 before the calendar year in order to register and officiate in the zone.”
8. Social Media and electronic devices - Harassment and Bullying in all its forms by a coach, player or

Parent, including cyber bullying (e.g.: Facebook, Twitter, etc.) will not be tolerated during the course

of any activity or program sanctioned by RMHA and will be subject to disciplinary action **(Appendix – RMHA 6)**

1. Should a player become injured and require any form of medical attention, they must provide a doctor’s note prior to returning to any participation in Hockey. This includes both on ice and off ice participation and regardless of when or where the injury happened. Should a player become injured during a team function, an Injury Report Form **MUST** be filled out and sent to the Clinic & Risk Management Coordinator.
2. Members are to adhere to the Lines of Communication. **(Appendix RMHA- 7)**
3. Revisions to the Rules & Regulations may be made at an annual meeting or at executive meetings by a ¾ majority vote in favor by those members present. When there is a decision for a rule change concerning any particular age level, all of the executive and the parents involved must be notified of a meeting. Changes can only occur with a majority vote in favor. These rules & regulations should be reviewed and revised annually, or as changes are required.
4. Copies of the RMHA Bylaws, Rules & Regulations may be obtained by contacting the RMHA Office Manager, or from the website.
5. No tobacco products, drugs or alcohol in any Arena Facility by players, parents or coaches during minor hockey games or practices.
6. All volunteer positions within the Rocky Minor Hockey Association are unpaid. This includes Executive, Directors, Coaches, Managers, Safety Persons, Etc. The only paid position in RMHA is the Office Manager.

**APPENDIXES**

**RMHA – 1 (HOCKEY OFF SEASON FUNDRAISING) (A4l)**

| application for voluntary grocery card fundraising initiativeOff-season april - august **This form MUST be completed in full and signed in order to participate in this fundraising initiative.** |
| --- |
| Applicant Information |
| Parent/Guardian Name: |
| Home Phone: | Cell: | Other Phone: |
| email: |
| Mailing address: |
| City: | Province: | Postal Code: |
| Player information |
| Player 1 | Full Name: | DOB: |
| Player 2 | Full Name: | DOB: |
| Player 3 | Full Name: | DOB: |
| Player 4 | Full Name: | DOB: |
| Please read and initial each line below indicatingthat you understand and agree to each one |
| \_\_\_\_\_\_\_\_ | I may utilize this program as a means to reduce RMHA registration fees for my child. |
| \_\_\_\_\_\_\_\_ | Funds raised will be applied to the oldest player 1st, then the next oldest in descending order. |
| \_\_\_\_\_\_\_\_ | I may purchase a **maximum** of $2000 per month per player. |
| \_\_\_\_\_\_\_\_ | I agree that **2%** of total sales will go to Rocky Minor Hockey Association |
| \_\_\_\_\_\_\_\_ | I am responsible to ensure that a receipt is written and is accurate. |
| \_\_\_\_\_\_\_\_ | In the event of a discrepancy or conflict the **receipt book** will be deemed as accurate proof of payment and final decision for conflict resolution. |
| \_\_\_\_\_\_\_\_ | If I utilize this program, then do not proceed with player registration in RMHA (regardless of the reason), funds raised **will not** be transferred and will remain property of RMHA. |
| \_\_\_\_\_\_\_ | There will be **NO** possibility of cash back |
| \_\_\_\_\_\_\_ | Any funds raised above my families registration fees for the upcoming season will go **directly** to RMHA |
| placing your order: |
| Orders may be placed **before** the 15th of each month. |
| Bring payments to Gehrke &Gehrke Chiropractic: 4820 – 49 Street Rocky Mtn House.  |
| Any questions can be directed to the Registrar @ Registrar@rockyminorhockey.ca |
| Signatures |
| I verify that the information on this form is true and accurate to the best of my knowledge and agree to the conditions within. I have received a copy of this application. |
| Signature of applicant: | Date: |
| Printed name of applicant: | Date: |
| Received by: | Date: |

**RMHA-2 (VOLUNTEER BOND (A-5)**

**The Board of Directors maintains an Association is only as successful as its volunteers and wants to encourage its membership to become actively involved. To encourage the overall success of the Association, RMHA has implemented a mandatory ‘Volunteer Bond’. Many of our Association members are unaware of the amount of hours which is required to operate and administer a Hockey Association. The Volunteer Bond is a mandatory component of registration, and the volunteer time commitment is not unreasonable.**

***Volunteer Bond Fee*:**

$150 per player

***Hours required for bond refund:*** 10 hours per child registered in Initiation & Novice and 15 hours per child registered in Atom, PeeWee, Bantam, & Midget

***How to fulfill volunteer requirement:***

All criteria must be met and approved by Executive Committee. Bonds will not be refunded on a pro-rated basis.

**Team Level:**

Your team manager will receive a list of ‘approved’ volunteer opportunities. These opportunities will include positions such as: Jersey care, Time Box (scorekeeper, time clock), home tournament, team apparel, team attendance, team fundraiser, data entry person (Atom – Midget).

**Association Level:**

These opportunities include positions such as:

Executive and Directors of the board

Fundraising Chairperson (under direction of Treasurer)

Equipment Manager

Association Fundraiser Volunteer (casino, Oilers 50/50, etc.)

Governor/League Representative

Apparel position

Team Official (on/off ice – coaches, manager, Safety)

Season start - on ice volunteer

***Who tracks my hours?***

Your team manager will track your hours, but it is your responsibility to meet the commitment and ensure your hours are reported accurately.

***What if I don’t want to volunteer?***

You will not be refunded the volunteer bond fee

***How do I receive my refund for the bond fee?***

Refunds will be issued on or about Feb 28. Families may request a refund or request to have refund applied to next season registration fees.

Should you have any questions or concerns, please contact Treasurer@rockyminorhockey.ca and your concern will be addressed to the Executive Committee.

**RMHA -3 (PLEDGE FORMS – Parent-Player Pledge/Parent -Player Declaration (A.6d)**

**Rocky Minor Hockey Association**

**PARENT - PLAYER PLEDGE**

**Parents, please review this document with your child. It is the intention of this pledge to promote proper behavior and respect for all participants within the Association. All parents and players must sign this pledge before being allowed to participate in hockey and should continue to observe the principles of fair play and sportsmanship.**

|  |  |
| --- | --- |
| **PARENT’S PLEDGE** | **PLAYER’S PLEDGE** |
| 1. I will not force my child to participate in hockey.
2. I will remember that my child plays hockey for his or her enjoyment, not mine.
3. I will encourage my child to play by the rules and to resolve conflict without resorting to hostility or violence.
4. I will teach my child that doing one’s best is as important as winning so that my child will never feel defeated by the outcome of the game.
5. I will make my child feel like a winner every time by offering praise for competing fairly and hard.
6. I will never ridicule or yell at my child for making a mistake or losing a game.
7. I will remember that children learn by example. I will applaud good plays and performances by both my child’s team and their opponents.
8. I will never question the official’s judgment or honesty in public. I recognize officials are being developed in the same manner as players.
9. I will support all efforts to remove verbal and physical abuse from children’s hockey games.
10. I will respect and show appreciation for the volunteers who give their time to hockey for my child.
 | 1. I will play hockey because I want to, not because others or coaches want me to.
2. I will play by the rules of hockey and in the spirit of the game.
3. I will control my temper-fighting or ‘mouthing off’ can spoil the activity of everyone.
4. I will respect my opponents.
5. I will do my best to be a true team player.
6. I will remember that winning isn’t everything-that having fun, improving skills, making friends and doing my best are also important.
7. I will acknowledge all good plays and performances-those of my team and my opponents.
8. I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.
9. My cell phone will be turned off in the dressing room.
 |

**We agree to abide by the principles of this CODE as set and supported by this Association.**

**We also agree to abide by ALL the rules, regulations and decisions as set for this Association.**

**PARENT (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PLAYER (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SIGNATURE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Rocky Minor Hockey Association**

**PARENT-PLAYER DECLARATION**

**Parents, please review this document with your child. It is the intention of this pledge to promote proper behaviour and respect for all participants within the Association. All parents and players must sign this pledge before being allowed to participate in hockey and should continue to observe the principles of fair play and sportsmanship.**

**Attendance Policy:**

* You are required to phone the team Manager when you will not be able to attend a game or practice.
* All absences will be recorded by a team representative (Manager).
* In all divisions, any player who acquires four absences &/or late arrival for games or practices, is subject to **disciplinary action at the team level**
* **After six absences from games or practices the coach, manager, division director, and a member of the executive must meet with the family to assess the situation and determine whether disciplinary action is necessary.**

**Social Media Policy:**

Social Media and electronic devices - Harassment and Bullying in all its forms by a coach, player or parent including cyber bullying (e.g.: Facebook, Twitter, etc.) will not be tolerated during the course of any activity or program sanctioned by RMHA and will be subject to disciplinary action. Everyone is encouraged to report incidents of harassment or bullying. The inappropriate use of Camera’s, Cell Phones, PDA’s (iPad’s, iTouch, Blackberry’s) or any other type of recording device is strictly prohibited in dressing rooms OR the inappropriate use of any Camera’s, Cell Phones, PDA’s (iPad’s, iTouch, Blackberry’s) or any other type of recording device is also strictly prohibited in and around player’s benches. This includes coaches, parents, players, and visitors. Disciplinary action, including possible suspension may follow any breach of this rule. Please see **Social Media (Rules & Regulations – Appendix RMHA-6)** for more details. ANY VIOLATION OR BREACH OF THE PROVISIONS IN THIS CODE OF CONDUCT – ZERO TOLERANCE BY MEMBERS, SPECTATORS, OR PARTICIPANTS MAY RESULT IN DISCIPLINARY ACTION BY THE ASSOCIATION AGAINST SUCH INDIVIDUALS WHICH COULD INCLUDE SUSPENSION AS OUTLINED IN THE DISCIPLINARY PROCEDURES. (Revised May 15, 2017)

I/We (parent name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ understand that if my child has **six (6) absences** from **games or practices**, my child and I will be asked to meet with the Association representatives to discuss any concerns or issues. **I /We are aware RMHA has a strict Social Media Policy, which I/We and my child, will abide by.**

I/We also understand that if my child is suspended, there will be **no refund** given.

I (player name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ understand the rule that if I have **six (6) absences** from **games or practices**, I will be asked to meet with Association representatives to discuss any concerns or issues. **I am also aware RMHA has a strict Social Media Policy, which I will abide by.**

Parent’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Player’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**RMHA – 4 Medical Form (A6-f)** 



**RMHA-5 Team Caps (D2-i)**

Teams will be permitted to accept unsolicited Corporate Donations at the team level and individual teams may do team fundraising, but a cap restriction will be applied. When raising funds, members are reminded that they are representing Rocky Minor Hockey and operating under our umbrella *(refer to* [*www.aglc*](http://www.aglc) *– Guidelines –Sports-Use of Proceeds)* and shall conduct themselves in a positive manner. Teams may run 50/50 draws, raffles, and any other fundraisers (bottle drives or other community oriented fundraisers), but must first obtain a license (AGLC) &/or permit &/or HA special event permit, from the Fundraising Chairperson and Risk Manager. Fundraised money may only be used for the intended ‘use of proceeds’ and must be a budgeted item, as indicated on Team Budget. “Fundraising” does not include money that is given by parents, as their ‘start -up fee’ at the beginning of the season.

Once a team reaches the cap any funds received over that limit will be allocated to other teams in that division until the team cap limit is reached. When all teams in that division reach the limit, any funds over the cap limit will be allotted to the RMHA Player Development Fund and teams can apply to use funds as needed.

Funds cannot be used to purchase team clothing, apparel or equipment. These funds are to be used towards tournament fees, player development and transportation (bus charter). Teams should only fundraise for what is essential to team development. Any funds required by the team, in excess of Team Caps, will be at the cost of the individual parents’ pockets.

Team Caps per Division

 Initiation $1,500.00 per team

 Novice $2,000.00 per team

Atom $2,500.00 per team

Peewee $3,000.00 per team

Bantam $3,500.00 per team

Midget $4,000.00 per team

**Year End Wind Up: Team Cap limit $750**

**EXAMPLES OF APPROVED FUNDRAISING EXPENSES:**

**YOU MAY USE SPONSORSHIP / FUNDRAISING FUNDS FOR THE FOLLOWING PURPOSES:**

|  |  |
| --- | --- |
| Team Skills & Development | Tournament Fees |
| Water Bottles & Hockey Socks\* | Exhibition games |
| Additional ice time/yoga | Your own tournament |
| Bussing |  |

Fundraising for other items not listed here, **must have** prior approval from Executive Committee

**YOU MAY NOT USE SPONSORSHIP / FUNDRAISING FUNDS FOR:**

|  |  |
| --- | --- |
| Year End Celebrations | Team appeal, clothing or equipment |
| Damages to facilities | Fines, ice forfeits, etc. |
| Alcohol or Drugs | Hotel rooms |
| Travel expenses not including bussing | Coaches / Team Official gifts |

**Managers will receive important handout information at the Manager Meeting at the start of the season.**

**RMHA-6 General-Information (6-i- Social Media and Electronics)**

**Social Media Policy**

For the purpose of this Social Media and Networking Policy, the policy will encompass public communications through such mediums and websites as Twitter, Facebook, Instagram, Snap Chat and any other social media network that allows users to communicate online. The policy will be applicable to all members of the RMHA Community, including Board of Directors, staff, on-ice and off-ice officials, players, players’ family members and supporters.

RMHA recognizes and appreciates the value of social media and the importance of social networking to all of its stakeholders. RMHA also respects the right of all Teams and Association personnel to express their views publicly. With that said, we must be aware of the dangers social media and networking can present. The purpose of this policy is to educate the RMHA Community on the risks of social media and to ensure all Teams and Association personnel are aware that conduct deemed to be inappropriate may be subject to disciplinary action by the Team, the League and/or RMHA.

When using social media and networking mediums, RMHA community should assume at all times they are representing the RMHA. All members of the RMHA community should remember to use the same discretion with social media and networking as they do with other traditional forms of media.

a. Social Media Guidelines

i. RMHA holds the entire RMHA Community and their members who participate in social media and networking to the same standards as it does for all other forms of media including radio, television and print.

ii. Comments or remarks of an inappropriate nature to a Team, the RMHA or an individual will not be tolerated and will be subject to disciplinary action

iii. It should be recognized that social media comments are on the record and instantly published and available to the public and media. Everyone including RMHA and/or Team personnel, players, corporate partners and the media can review social media communications. You should conduct yourself in an appropriate and professional manner at all times.

iv. Use your best judgment at all times – pause before posting. Once your comments are posted they cannot be retracted. Ultimately, you are solely responsible for your comments and they are published for the public record.

b. Social Media Violations

The following are examples of conduct through social media and networking mediums that are considered violations of the RMHA Social Media Policy and may be subject to disciplinary action by the Team, League and/or RMHA.

i. Any statement deemed to be publicly critical of RMHA officials or detrimental to the welfare of a member Team, the Association or an individual.

ii. Negative or derogatory comments about a team, League, programs, stakeholders, players or any member of the RMHA.

iii. Any form of bullying, harassment or threats against players or officials.

iv. Photographs, video or comments promoting negative influences or criminal behavior, including but not limited to: drug use, alcohol abuse, public intoxication, hazing sexual exploitation, etc.

v. Online activity that contradicts the current policies of the RMHA.

vi. Inappropriate, derogatory, racist, or sexist comments of any kind, in keeping with the RMHA policies and regulations on these matters, such as the RMHA Fair Play policy.

c. Discipline

i. The Team, League and/or the RMHA are entitled to investigate reported violation(s) of this policy in the manner determined by the Team, League and/or RMHA Board of Directors for these other types of violations

ii. If the investigation determines that a violation has occurred, the RMHA Director of the Division involved will review the incident with the Disciplinary Committee, and the Disciplinary Committee will impose an appropriate suspension.

iii. Any appeal of the suspension will be dealt with as set out in RMHA related policies for other types of suspensions.

**RMHA-7 General Information – Lines of Communications (G-k)**

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**LINES OF COMMUNICATION**

**PARENT**

**(24 hour ‘cool down’ – mandatory)**

**STEP 1**

 **MANAGER COACH**

**If unable to resolve at team level:**

**STEP 2**

**DIRECTOR**

**STEP 3**

****

**EXECUTIVE**

**NO PHONE CALLS TO THE EXECUTIVE WILL BE ACCEPTED!**

**ALL CONCERNS MUST BE IN WRITING, SIGNED**

**AND CONTAIN THE FOLLOWING:**

**Name, Phone Number, Email address, team name and division, date, time and location of incident or concern.**

**Briefly describe your expected resolution.**